

CARNEGIE FORUM 305 WEST PINE STREET LODI, CALIFORNIA	**SPECIAL AGENDA LODI IMPROVEMENT COMMITTEE	SPECIAL SESSION TUESDAY, DECEMBER 10, 2019 **@ 3:00 PM
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****Special Meeting due to the time change.**

For information regarding this Agenda please contact:
PATRICE CLEMONS
TELEPHONE: (209) 333-6800 x3404

NOTE: All staff report or other written documentation relating to each item of business referred to on the agenda are on file in the Office of Community Development Department, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability -related modification or accommodation contact the City Clerk's office as soon as possible and at least 24 hours prior to the meeting date.

Roll Call

Approve Minutes

None

Comments by the Public on Non-Agenda Items (5 minute limit per speaker)

Community Development Block Grant (CDBG)

- A. Notice of Funding Availability for 2020-21 application cycle
- B. Application Workshop to review scoring rubric and application
- C. Community Needs Workshop
- D. Review preliminary draft Consolidated Plan Amendment

Annual Goals

- A. Update on LIC 2019-20 Goals from Members and Staff
 1. Support ABCD: Love Your Block program
 2. Implement City's CDBG Consolidated Plan
 3. Reduce homelessness and increase homeownership
 4. Encourage beautification and community service leaders
 5. Support visionary community development projects
 - i. Take action to request for the Planning Commission to receive a presentation on parking standards from the Lodi Improvement Committee
 6. Promote these goals in the City
 7. Promote civic engagement and greater interest in this committee

Regular Business

- A. Determine topics for upcoming meetings
 - a. January – CDBG application presentations at 3:00 p.m. revised meeting time
 - b. February – Voting on CDBG application awards
- B. Member vacancy update

Comments from Board members and Staff on Non-Agenda Items (5 minute limit per speaker)

Announcements

Adjournment

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the regularly scheduled meeting (or 24 hours in advance of a special meeting) at a public place freely accessible to the public 24 hours a day.

Patrice Clemons
CDBG Program Specialist



MEMORANDUM, City of Lodi, Community Development Department

To: Lodi Improvement Committee
From: Patrice Clemons, CDBG Program Specialist/City Staff Liaison
Date: December 10, 2019
Subject: Staff Report on Updates to the Lodi Improvement Committee 2019-20 Goals; and Updates the Community Development Block Grant (CDBG) Program.

Purpose: Lodi Improvement Committee reviews its purposes and goals for 2019-20 program year. Lodi Improvement Committee also makes a recommendation to the City Council on scores and funding allocations for projects for the 2020-21 Annual Action Plan cycle and implements the City's five-year Consolidated Plan goals.

Action: Lodi Improvement Committee will 1) discuss its progress on meeting its 2019-20 goals, both actions taken and action to be taken; 2) receive presentation by staff on CDBG grant application for the 2020-21 program year; 3) receive presentation by staff on community needs for 2020-21 annual action plan; 4) receive presentation by staff on preliminary revisions to 2019-23 Consolidated Plan.

Background:

2018-19 LIC Goals

Staff and committee members will report on progress made on 2019-20 goals, see attached goals.

Lodi's Community Development Block Grant

The City of Lodi (City) receives an annual allocation of funds (approximately \$630,000) from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. The primary purpose of this program is to improve the quality of life for low- and moderate- income persons, households, and neighborhoods by supporting public services, public facilities, crime prevention, access for disabled persons, affordable housing, and economic development. The City adopts a five-year Consolidate Plan, as required by HUD, which lays out how the City plans to use the funds through strategies and goals that improve quality of life in Lodi and address community needs and benefit target populations.

Each year the City prepares an Annual Action Plan that identifies the services and projects to fund that will meet these Consolidated Plan goals. As part of this planning process, the City gathers public comment on the community needs and recommended activities to meet those needs. Applications for funds are scored

by staff and the Lodi Improvement Committee. Activities that further the City's five-year Consolidated Plan goals and meet priority community needs are given the highest priority for funding.

Preliminary Revisions to 2019-23 Consolidated Plan

The City received a letter from HUD accepting the City's five-year Consolidated Plan. The letter also made recommendations to the City on making changes to the specificity and content of its goals and priority needs/populations. The letter is attached. Based on HUD's direction, consultant staff gathered feedback from stakeholders and City Manager on revisions to the Consolidated Plan. These preliminary revisions will also be presented to the City Council at Shirtsleeve Session, Tuesday morning, on December 10, 2019. These revisions are attached below for the committee and public to review and provide comment.

2020-21 Application and Community Needs Workshop

Consultant Staff will present the application instructions, questions, and rubric for the 2020-21 application cycle. The LIC will accept presentations from applicants at their next January meeting, and will review, score, and make a recommendation for funding at their February 11, 2020 meeting. See the attached draft scoring rubric and application questions. The final versions will be posted online on December 10, 2019.

2020-21 Annual Action Plan Tentative Schedule:

- Stakeholder consultations started late November
- Notice of Funding Availability (NOFA) released 12.10.19
- Application and Needs Workshop held 12.10.19 at the Lodi Improvement Committee meeting
- Applicant presentations at LIC meeting on 1.14.19
- Applications due January 27, 2020, pending approval of Consolidated Plan Amendment
- LIC to vote on funding and projects at LIC meeting on 2.11.20

Attachments:

1. 2019-20 LIC Goals Worksheet
2. Preliminary revisions to 2019-23 Consolidated Plan
3. NOFA
4. Draft Application Questions and Scoring Rubric

2019-20 Committee Goals

Vision	
<p>The Lodi Improvement Committee is organized and created for the purposes of maintaining and improving the quality of life and appearance of Lodi by the coordinated efforts of a broad spectrum of the community.</p>	
Goal	Objective
<p>Identify a big-picture goal. This described what change/outcome we want to see to support our vision.</p>	<p>Identify at least one objective for each goal. This an activity and describes “how” we are going to achieve our goal.</p>
<p>1. Empower and support residents to become leaders for transforming their community, through the City’s partnership program Asset-Based Community Develop (ABCD): Love Your Block.</p>	<p>a. <u>Provide support to the ABCD program through mentoring project leaders, participating in monthly meetings, supporting workshops, promoting events, and providing resources/connections.</u></p> <p>Timeline: Year-long Lead: Kathryn Member support: Kathryn Resources: City funds ABCD program coordinator position and ABCD leaders facilitate and create the program Status: In progress Update: Attended Celebration of the Farmworker and passed out ABCD flyers; 3 projects are done, 1 more pending</p>
	<p>b. <u>Recognize ABCD Cycle 3 projects through an LIC award.</u></p> <p>Timeline: Fall/Winter 2019 Lead: David Member support: David Resources: Create award criteria and type of recognition Status: In progress Update: will attend and present at January ABCD Year-End-Celebration</p>
<p>2. Develop viable urban communities as directed by the Community Development Block Grant (CDBG) program and further implemented in the City’s Consolidated Plan.</p>	<p>a. <u>Conduct community outreach on priority needs and goals for the annual CDBG application cycle.</u></p> <p>Timeline: October 2019 – May 2020 Lead: David Member support: David, Doug Resources: Status: In process- On going</p>
	<p>b. <u>Score applications and recommend projects and funding to the City Council.</u></p> <p>Timeline: November 2019 – May 2020</p>

	<p>Lead: All Committee members Member support: All members Resources: Staff liaison to provide program requirements and facilitate annual action plan process Status: In process- on going</p>
3. Reduce homelessness and increase affordable homeownership.	<p>a. <u>Support Lodi Committee on Homelessness (LCOH) by attending monthly meetings (1st Thursday), and reporting back to the LIC.</u></p> <p>Timeline: Year-long Lead: Kathryn Member support: Kathryn Resources: Information provided by LCOH Status: In-process Update: Attended Homeless Summit in Stockton; Lodi to consider applying for next HEAP round of funds.</p>
	<p>b. <u>Research land trust options for creating affordable housing options for people experiencing homelessness.</u></p> <p>Timeline: Year long Lead: Doug Member support: Doug Resources: Scheduled for January 23rd, 2018. Status: in process</p>
	<p>c. <u>Research homebuyer programs and sources of funding.</u></p> <p>Timeline: TBD Lead: Kathryn Member support: Kathryn Resources: Reached out to City Council Status: in process</p>
4. Encourage beautification and improvements in Lodi by recognizing properties and community service leaders.	<p>a. <u>Identify and award properties, buildings, projects, and individuals that have helped improved Lodi.</u></p> <p>Timeline: Year-long Lead: David Member support: David Resources: Neighborhood Services/ Parks-Rec, Public Works, Building, Social Media to identify, community organizations Status: Nominations Pending</p> <p>b. <u>Collaborate with other Lodi groups who are already doing this (e.g. Tree Lodi).</u></p> <p>Timeline: TBD Lead: David Member support: David Resources: Status: David contacted Tree Lodi to discuss</p>

5. Support visionary community development projects	<p>a. <u>Research project information; solicit feedback from the community, staff, experts, and other stakeholders to determine feasibility; identify funding opportunities; present to committees and City Council; and create sub-committees for long-term implementation. Current visionary projects include:</u></p> <p>a. <u>Greenline project</u></p> <p>b. <u>Shade tree design standards</u></p> <p>c. <u>Public garden</u></p> <p>d. <u>Parking space reductions.</u></p> <p>Timeline: Year long Lead: Doug Member support: Doug Resources: Coordinate with Public Works, Parks, and other City departments Status: In process.</p>
6. Promote LIC's goals in the City.	<p>a. <u>Present LIC activities to City Council twice a year.</u></p> <p>Timeline: October and April Lead: David Member support: David Resources: Status: In progress- January 15 present prior accomplishments, current goals, and review the proposed by-law theme of changes to Council for their direction/feedback</p> <p>b. <u>Meet with community leaders and attend a community event/fair where information is provided about the LIC and its goals.</u></p> <p>Timeline: Year Long Lead: Rehana Member support: Rehana, Kathryn Resources: Status: Pending</p>
7. Promote civic engagement and greater interest in LIC.	<p>a. <u>Hold at least one LIC meeting in an alternative location.</u></p> <p>Timeline: Year Long Lead: Rehana Member support: Rehana, Kathryn Resources: Status: Pending/ CA Human development as part of AAP</p>

Preliminary Draft Revisions Priority Populations, Needs, and Goals for 2019-2024 Consolidated Plan

A. Priority Populations

Current Priority Populations in Consolidated Plan (to be revised):

1. *Children*
2. *Youth*
3. *Seniors*
4. *Persons with disabilities*
5. *Single-parent families*
6. *Homeless*

Draft- Revised Priority Populations (may be edited and modified):

1. Very low-income children, youth, single-parent families, individuals, seniors, and persons with disabilities
2. Extremely low-income children, youth, single-parent families, individuals, seniors, and persons with disabilities

Note: Income categories generally range from extremely low-, very-low, low-, moderate-, to above moderate-income. The City's CDBG funds have previously targeted a larger range of income categories that are between the range of extremely low to moderate. The suggested new priority populations would narrow this focus to those that are within the lowest two income categories. Also, extremely low-income persons are likely to be homeless or at-risk of homelessness.

Current Priority Needs in Consolidated Plan (to be revised):

1. *Safe neighborhoods*
2. *Park improvements*
3. *Public facilities*
4. *Public infrastructure*
5. *Affordable housing*
6. *Services for priority groups: children, youth, seniors, persons with disabilities, single-parent families, homeless*

Draft- Revised Priority Needs (may be edited and modified):

1. Safer Neighborhoods within CDBG target area:
 - a. Neighborhood watch groups or neighborhood policing
 - b. Streetlights (Note: more information to be gathered on issue of lighting)
 - c. Garbage clean ups
 - d. Graffiti Abatement
2. Park/Green Space Improvements
 - a. Park cleanup
 - b. Park improvements for youth recreational activities
 - c. Community gardens
3. Improved Access to Transportation for priority populations
 - a. Financial assistance programs for priority populations
4. Public infrastructure and facility improvements
 - a. Alley improvements in CDBG target area

- b. ADA improvements
 - c. Sidewalk infill in CDBG target area
- 5. Fewer barriers to affordable housing
 - a. Create new affordable housing units
 - b. Improve affordability of rental units
 - c. Improve homeownership
 - d. Farmworker housing
- 6. Improve housing conditions within CDBG target area
 - a. Critical repair program
 - b. Code enforcement
 - c. Housing rehabilitation
 - d. Rehabilitate affordable housing units
- 7. Housing for homeless and at-risk homeless
 - a. Transitional/supportive housing units
 - b. Emergency units
 - c. Housing/rental assistance vouchers
- 8. Services for Children/Youth
 - a. Childcare
 - b. After-school programs
 - c. Gang prevention
 - d. Homework help
- 9. Services for very-low income adults, seniors, disabled
 - a. Meal and emergency food services
 - b. Supportive services
- 10. Services for homeless/at-risk homeless individuals
 - a. Mental Health Services
 - b. General assistance
 - c. Job training and employment opportunities
 - d. Domestic violence and emergency health services
- 11. Fair housing services (HUD requires this through AFFH rule)
- 12. Local Leaders in low-income neighborhoods
 - a. ABCD Program
 - b. Youth leadership

Current Goals in Consolidated Plan (to be revised – italicized) and draft revised goals (provided below current goals):

1	Goal Name	<i>Develop Safe and Healthy Neighborhoods</i> <i>Promote Safer Neighborhoods</i>
	Goal Description	<p><i>Develop safe, healthy, and secure neighborhoods within CDBG Target Area (e.g., neighborhood watch groups, street lighting, traffic-calming methods, traffic signals, street or private home cameras)</i></p> <p>The City will support projects and/or programs that support the development of neighborhood watch groups, and additional street lighting in high-crime areas.</p> <p>The City will:</p> <ul style="list-style-type: none"> • Evaluate streetlights in high-crime neighborhoods for maintenance and lighting (to be determined) • Create up to 5 neighborhood watch groups • Conduct 5 community garbage clean ups • Allocate up to \$100,000 to the graffiti abatement program

2	Goal Name	<i>Improve Public Spaces</i> Improve Community Parks and Green Space in CDBG target area
	Goal Description	<p><i>Improve public spaces within CDBG Target Area (e.g., community gardens, park cleanups, street cleaning, street surface improvements, alley improvements, and park improvements for youth activities such as soccer fields)</i></p> <p>The City will improve public parks and green spaces within low-income areas of the City by implementing park and facility improvements that enhance park conditions, add youth recreational activities, and implement or maintain community gardens.</p> <p>The City will:</p> <ul style="list-style-type: none"> • Fund up to 2 park improvement projects • Fund up to 1 green space/ community gardens project • Fund up to 5 park clean-up projects <p>Notes: City anticipate receiving non-CDBG grants to support three park improvement projects.</p>
3	Goal Name	<i>Address Dilapidated Conditions</i>
	Goal Description	<p><i>Address dilapidated conditions to improve neighborhoods within CDBG Target Area (e.g., critical repair program, code enforcement, housing rehabilitation, graffiti abatement)</i></p> <p>See Goal 1 and 5.</p>
4	Goal Name	<i>Improve Access</i> Improve Infrastructure and Facility Improvements
	Goal Description	<p><i>Improve access to public facilities and infrastructure for disabled, seniors, and low-income families (e.g., transportation, ADA accessibility, sidewalk improvements)</i></p> <p>The City will improve public spaces within low-income areas of the City by implementing facility and public infrastructure improvements.</p> <p>The City will:</p> <ul style="list-style-type: none"> • Fund up to 2-3 ADA improvement construction projects • Fund up to 2-3 projects that support the improvement of alleyways in low-income neighborhoods • Fund up to 2-3 Gap Closure Sidewalk projects
5	Goal Name	<i>Improve Housing Access and Affordability</i> Increase and Maintain Supply of Affordable Housing
	Goal Description	<p><i>Improve housing opportunities, accessibility, affordability, and sustainability (e.g., fair housing, rehabilitate affordable housing units, create new affordable housing units, homeless housing)</i></p> <p>The City will fund activities that focus on creating and maintaining affordable housing within the City.</p> <p>The City will:</p> <ul style="list-style-type: none"> • Fund the creation of up to 5 new affordable housing units for disabled individuals, 5 new affordable housing units for senior populations, and 5 new affordable housing units for very low-income populations. • Rehabilitate up to 10 housing units for disabled, senior, and low-income populations (Housing Rehab or Critical Repair) • Allocate up to \$150,000 to Rental Housing inspection and Code Enforcement programs
6	Goal Name	<i>Build Capacity</i> Build Capacity in CDBG Target Area

	Goal Description	<p><i>Build capacity, leadership, and connections within the CDBG Target Area (e.g., ABCD program)</i></p> <p>The City will fund activities that help to create community cohesion and agency among residents. The City will allocate up to \$50,000 to:</p> <ul style="list-style-type: none"> • Fund the Asset-Based Community Development (ABCD) program • Fund youth leadership initiatives
7	Goal Name	<p><i>Support Programs for Priority Populations</i></p> <p>Support Public Service Programs for Priority Populations</p>
	Goal Description	<p><i>Support programs or projects that assist lower-income children, youth, seniors, and single-parent families, and that assist the extremely low-income population (e.g., after-school recreation, homework help, gang prevention, mental health services, homeless services, childcare)</i></p> <p>The City will fund activities that provide access to affordable services needed by priority populations. The City will:</p> <ul style="list-style-type: none"> • Allocate up to \$225,000 in funds after-school programs, childcare, gang prevention, meal and emergency food services, and supportive services that support very-low income youth, families, individuals, seniors, and disabled populations
8 - NEW	Goal Name	Improve or support access to transportation for priority populations
	Goal Description	<p>The City will provide funds to support or improve projects and programs that assist with public transportation.</p> <p>The City will allocate up to \$75,000 to programs that focus on improving access to transportation for priority populations. (More feedback needed on what kind of assistance: social service, infrastructure, Van Gough, Dial-a-Ride).</p>
9 - NEW	Goal Name	Affirmatively Further Fair Housing
	Goal Description	<p>The City will fund activities that focus on affirmatively furthering fair housing. The City will:</p> <ul style="list-style-type: none"> • Provide up to \$100,000 in funds to programs that support fair housing services.
10 - NEW	Goal Name	Improve Housing Affordability
	Goal Description	<p>The City will fund activities that focus on removing barriers to affordable housing. The City will allocate up to \$150,000 in CDBG funds to:</p> <ul style="list-style-type: none"> • First-time homebuyer programs • Farmworker financial assistance • Tenant-based rental assistance <p>Note: HOME funds may be an eligible grant source for these programs.</p>
11 - NEW	Goal Name	Support Programs and Projects that Reduce and Prevent Homelessness
	Goal Description	<p>The City will fund activities that provide resources and assistance to homeless and at-risk homeless populations. The City will provide up to \$150,000 in CDBG funds to:</p> <ul style="list-style-type: none"> • Tenant-based rental assistance

		<ul style="list-style-type: none"> • Mental health services • Supportive and emergency services (for domestic violence victims) • Job training and employment opportunities • Transitional and supportive housing services
12 - NEW	Goal Name	Create and Promote Housing for Homeless Populations
	Goal Description	<p>The City will fund projects that focus on the creation of housing opportunities for homeless populations within the City, such as the creation of transitional units, permanent supportive units, and/or providing housing assistance programs.</p> <p>The City will:</p> <ul style="list-style-type: none"> • Fund the construction of up to 6 permanent supportive housing units for homeless and at-risk homeless individuals • Create up to 10 new transitional/supportive/emergency housing units • Provide up to 30 individuals with housing assistance.



**CITY OF LODI
COMMUNITY DEVELOPMENT DEPARTMENT
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
1) NOTICE OF FUNDING AVAILABILITY (NOFA), APPLICATION WORKSHOP, AND
COMMUNITY NEEDS WORKSHOP FOR 2020-21 ANNUAL ACTION PLAN; AND
2) RELEASE OF DRAFT 2019-23 CONSOLIDATED PLAN AMENDMENT FOR 30-
DAY PUBLIC REVIEW PERIOD AND TWO PUBLIC MEETINGS FOR REVIEW OF
PRELIMINARY REVISIONS**

NOTICE IS HEREBY GIVEN that on **Tuesday, December 10th, 2019**, the City of Lodi's Community Development Block Grant (CDBG) program is **releasing a Notice of Funding Availability (NOFA), conducting an application workshop, and reviewing community needs for 2020-21 Annual Action Plan; and reviewing preliminary revisions to the 2019-23 Consolidated Plan at 3:00 p.m. in the Lodi City Council Chambers-Carnegie Forum, 305 West Pine Street, Lodi, CA 95241.**

This meeting is part of a regularly scheduled Lodi Improvement Committee meeting. The meeting will solicit feedback on potential housing and community development needs and activities that would be seeking funding in the 2020-21 Annual Action Plan. The meeting will also serve as a workshop for organizations and entities interested in applying for CDBG grant funds. The meeting will cover important deadlines, requirements, changes, and the overall application and scoring process. Eligible organizations include non-profits and local government entities. The City anticipates receiving approximately \$500,000 in CDBG funds. Successful applications will address significant needs within the City and must meet the qualifications outlined in the Application Guidelines. If awarded, funding will be available July 1, 2020.

Applications must be submitted on-line by January 27, 2020 at 5:00pm. If you are interested in submitting an application for consideration, applications can be accessed on-line beginning December 10, 2019, on the Community Development website, which can be accessed by going to the following address: <http://www.lodi.gov/183/Community-Development-Block-Grant-Progra>

Additionally, a public meeting will be held on **Tuesday, December 10th, 2019 at 7:00 a.m. in the Lodi City Council Chambers, 305 West Pine Street, Lodi, CA 95241** to solicit feedback from council and the community **regarding the preliminary revisions to the 2019-23 Consolidated Plan goals and priority needs.** This is part of a regularly scheduled Shirtsleeve Session of the City Council. Subsequently, **the City will release a Draft 2019-2023 Consolidated Plan Amendment documents for a 30-day review period, beginning December 17th, 2019, and ending January 15th, 2020.** The documents will be available at City Hall and the City's Community Development website for public review and comment by visiting the following link: <http://www.lodi.gov/183/Community-Development-Block-Grant-Progra>
A public hearing will be held at a future date for final review and adoption of this Consolidated Plan Amendment.

The 2019-23 Consolidated Plan is a five-year planning document that sets forth the priority needs and goals for the CDBG program. The Consolidated Plan outlines the actions to be undertaken in the next five years, in relation to capital improvements, public services,

infrastructure improvements, housing, homelessness, special needs, and various other community development-type activities, as identified by the City and the community.

Program staff will be coordinating the amendment to the Consolidated Plan by soliciting and compiling feedback from City staff, local stakeholders, City residents, the Lodi Improvement Committee, and City Council. Feedback will aim to obtain information on priority community needs and goals, to help narrow down the existing outlined goals and needs that are presented in the current Consolidated Plan's Strategic Plan section.

The purpose of these public meetings and review period will be to give citizens an opportunity to make their comments known regarding changes to the Consolidated Plan. If you are unable to attend the public meeting, you may direct written comments to the City Clerk, City of Lodi, PO Box 3006, Lodi, CA 95241, or you may telephone (209) 333-6711. In addition, information is available for review at Lodi City Hall (221 West Pine Street) between the hours of 8:00 a.m. and 5:00 p.m. on weekdays. Please note that City Hall is closed every other Friday. Contact the following program staff if you have any questions: Patrice Clemons CDBG Program Specialist pclemons@lodi.gov 209-333-6800 x3404.

Notice of Non-Discrimination on the Basis of Disability and Reasonable Accommodation

The City of Lodi does not discriminate in admission or access to, or treatment or employment in, its federally assisted programs and activities on the basis of disability. Reasonable accommodations will be made available to the disabled, upon request. Translators/Translation services are also available upon request. Any questions, concerns or requests related to these Notices should be directed to the following person:

Patrice Clemons, (209) 333-6800 x3404.

Persons with hearing impairment, please use the California Relay Service (CRS) 7-1-1.



City of Lodi
Community Development Block Grant (CDBG)
2020-21 Annual Action Plan
Application Questions
DRAFT

1. Applicant Name (Agency or Non-Profit) :

Applicant Contact:

Please indicate the authorized signatory of your organization/agency, e.g. executive director, president, or equivalent.

Name :

Address :

Email :

Phone Number :

2. What is your organization's mission and briefly describe your programs, projects, and/or activities? (1000 character limit) :

3a. Program or Project Name :

3b. Amount Requested : \$XX,XXX

3c. Program or Project Description (3000 character limit) :

4. General Information: Select the category which best describes the type of activity for which funds are being requested.

- ☐ Building capacity of community resources
- ☐ Code enforcement (reduce blight)
- ☐ Crime prevention
- ☐ Economic development and employment training
- ☐ Electrical utilities improvements
- ☐ Emergency repairs or assistance due to displacement
- ☐ Energy conservation and renewable resources
- ☐ Fair housing (prevent discrimination)
- ☐ Homeless facilities
- ☐ Housing rehabilitation or home ownership assistance
- ☐ New housing construction (community-based development organizations only)
- ☐ Public facilities and public improvements
- ☐ Public services
- ☐ Other, describe: _____.

5. Project Eligibility: Indicate which HUD National Objective the activity meets. Low-income means households earning less than 80% of the area median income.

- ☐ Benefit to low-income individuals or households
- ☐ Addresses the prevention or elimination of slums or blight
- ☐ Meets a particularly urgent community development need

6a. Consolidated Plan Goals: Which 2019-2023 Consolidated Plan goal or goals does your project/program address?

- ☐ 1. Develop safe, healthy, and secure neighborhoods within CDBG Target Area (e.g., neighborhood watch groups, street lighting, traffic-calming methods, traffic signals, street or private home cameras)
- ☐ 2. Improve public spaces within CDBG Target Area (e.g., community gardens, park cleanups, street cleaning, street surface improvements, alley improvements, and park improvements for youth activities such as soccer fields)
- ☐ 3. Address dilapidated conditions to improve neighborhoods within CDBG Target Area (e.g., critical repair program, code enforcement, housing rehabilitation, graffiti abatement)
- ☐ 4. Improve access to public facilities and infrastructure for disabled, seniors, and low-income families (e.g., transportation, ADA accessibility, sidewalk improvements)
- ☐ 5. Improve housing opportunities, accessibility, affordability, and sustainability (e.g., fair housing, rehabilitate affordable housing units, create new affordable housing units, homeless housing)
- ☐ 6. Build capacity, leadership, and connections within the CDBG Target Area (e.g., ABCD program)
- ☐ 7. Support programs or projects that assist lower-income children, youth, seniors, and single-parent families, and that assist the extremely low-income population (e.g., after-school recreation, homework help, gang prevention, mental health services, homeless services, childcare)

6b. Consolidated Plan Goals: Please briefly describe how your project/program addresses the selected goal or goals. (1000 character limit)

7a. Program/Project Accomplishments: How will you report your accomplishments? Please select one.

- ☐ Individuals
- ☐ Households
- ☐ Housing Units
- ☐ Low-Income Area

7b. Should your project/program be selected to receive grant funds for the 2020-21 CDBG program year, over the course of the program year (July 1,2020-June 30, 2021), how many Lodi residents/households/housing units will your program assist? How many non-Lodi residents/households/housing units will your program assist? For project that target a low-income area, please estimate the number of low-income residents within that area that will benefit from your project. If you have more than one type of activity to report within your project/program, then please indicate the number assisted per activity as well as the total. (250 character limit)

7c. Beneficiary Description: Which priority group(s) does your project benefit?

- ☐ Children
- ☐ Youth
- ☐ Seniors (62 years and older)
- ☐ Persons with disabilities
- ☐ Single-parent families

☐ Persons experiencing homelessness

☐ Other: _____

If “Other” group was selected, please provide evidence as to why this group should be considered a priority:

7d. How many of those residents/households/housing units that you will be serving from questions 7b. will be from the priority group stated in 7c.? (250 character limit)

7e. Describe how and through what method your program plans to reach the priority group(s) that are identified above. You may include a history of how you have reached and/or served this group(s) in prior years. (1500 character limit)

8a. Which priority need(s) does your project benefit?

☐ Safe neighborhoods

☐ Park improvements

☐ Public facilities

☐ Public infrastructure

☐ Affordable housing

☐ Social services for priority groups

☐ Other: _____

If “Other” was selected, please provide evidence as to why this need should be considered a priority:

8b. Need(s) / Issue(s): In relation to the priority needs identified in Question 9, describe the issue(s) or beneficiary need(s) that this project/program will address (3000 character limit)

9a. Performance and Outcomes: Describe how your project/program will address these issues/needs? (3000 character limit)

9b. Performance and Outcomes: Describe how your organization will measure this impact, including what systems are in place to track and report on your organization’s performance. (2000 character limit)

10. How will your project/program benefit the larger Lodi community? (3000 character limit)

11a. Project/Program Schedule: Please provide an overview of your program schedule, including start and end dates, any predevelopment stages that need to be completed, and milestones. (1000 character limit)

11b. Are there any outside factors that could prohibit your project from occurring in the timeline described above (funding, staff changes, priority activities, expected delays, etc.)? (1000 character limit)

12. Does your project/program have an area-benefit or serve a limited clientele? (See Application Instructions for definition of terms.)

☐ Area - benefit

☐ Limited clientele

13. Describe the location where services/improvements will be provided, including days and hours of operations, and provisions for access to disabled persons. (850 character limit)

14. Is this project new, continuing, or an expansion of existing project/program? To be eligible projects must be new or an expansion of existing project/program.

☐ New

☐ Expansion of existing program/project

☐ Continuing

15. If your project/program received funding in the last program year, then briefly describe how your existing program has been expanded. For example, expansion may include an increase in the number of beneficiaries, new activities/services offered to beneficiaries, an additional location added, or program hours expanded. (500

character limit)

16a. Organizational Capacity: Describe your organization's experience with the proposed programs/project or similar types programs/project. Please include a list of specific projects and/or programs. (1000 character limit)

16b. Organizational Capacity: Please describe any challenges your organization faced in implementing the projects mentioned above any how you addressed those challenges? (3000 character limit)

17. Grant Management Experience: Please describe your organization's experience in managing federal and/or state grants. Please include a list of specific grants, amounts, and dates. If you have previously managed a CDBG program year, please provide specific project, amount, and dates. (1000 character limit)

18a. Staff: Please identify and describe the qualifications of the staff that will be available to assist on this project/program? Include their role, experience, and if they are Full Time Employees, Part Time Employees, or Volunteers. (1000 character limit)

18b. Staff: Do you anticipate needing more staff to carry out this project/program? If so, will you be able to acquire the proper staff before the project/program begins? (1000 character limit)

19. Program Contact: Please provide the contact information for the person directly responsible for managing the program or project on a day to day basis.

Name :

Address (if different than the contact information address on Page 1):

Email :

Phone Number :

Position or Title :

Years of Experience :

20a. Partner Agencies/Non-Profits: Will your organization be working together and communicating with any outside local agencies or groups on this project/program? If so, which local agencies or groups will you be partnering with? (1000 character limit) *

20b. Please provide a quote from your partner(s) as a reference. (1000 character limit)

21. Will your project/program have other funding besides CDBG? Please provide an estimate of other funding, including funding sources, amounts, and whether they are committed. (1000 character limit)

22. Could your program/project be successful if you received less than your requested grant funding? *

☐ Yes

☐ No

Explain further (Optional(1000 character limit) *):

23. Please ATTACH your program/project budget for the 2020-21 year and include a brief narrative of how CDBG funding will be used and what costs will be covered by CDBG funds versus other non-CDBG funds. If applicable, please include direct and indirect cost allocation plan. Check the following when completed:

☐ Program/Project Budget for proposed project Attached

☐ My attached budget clearly identifies the costs/expenses that CDBG funds will cover

24. Has your organization received a City of Lodi CDBG grant in the past 5 years? If so, please answer questions 25a.-25c.

24a. Experience and Past Performance: In the past 5 years, has your organization expended all grant funds in a timely manner that aligns with the project/program's schedule? Please describe any variations from the project/program's schedule in which your organization did not spend funds down; please be specific. (3000 character limit)

24b. Experience and Past Performance: In the past 5 years, has your organization turned in all required reports, fully completed and on time, for all grant funds that have been received? Please describe any variances and how/if these variances were remedied. (3000 character limit)

24c. Experience and Past Performance: In the past 5 years, has your organization completed all grant-funded activities that were outlined in the project/ program's scope of services? Please describe any variances and how/if these were remedied. (3000 character limit)

25. Please include the following additional Attachments:

- ☐ Map indicating the location of your project/program within the City
- ☐ Articles of Incorporation and By-laws and Amendments
- ☐ Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)
- ☐ Organizational Chart and Agency Mission Statement
- ☐ Certified Audit (Most recent)
- ☐ Profit and Loss Statement for most recent year.
- ☐ Current Fiscal Year Agency Budget - including all funding commitments/sources
- ☐ Other Documents

Applicant:	
Proposed Project:	
Total Points Earned:	_____ out of 106 points
Scorer Name:	

Instructions to LIC: Fill-out all questions, except those highlighted areas. Those are for Staff only to fill-out. Staff will add its Staff score to LIC member's score for the total.

Threshold Rating:

Staff:

Y / N	Activity is eligible under CDBG
Y / N	Activity meets one National Objective (Q5)
Y / N	For public services, the service is new or an expansion of existing service (Q15)
Y / N	Applicant submitted a complete application (all questions filled out and attachments)
Y / N	Applicant meets all of the threshold criteria above. If so, continue scoring.

Question #	LIC/Staff:	Proposed Project Meets National Objectives and Consolidate Plan Goals (Questions 1 -
Q3c.		The activity description is complete: 3 – Activity description clearly explains the program/project 1 – Activity description is missing some information, but missing information is not critical to understanding the program/project 0 – Activity description is missing key information
Q5.		The activity meets one of the three national Objectives: 3 – Activity principally benefits low- and moderate- income persons 1 – Activity prevents or eliminates blight or slum N/A – Activity addresses an urgent need or problem in the community
Q6a.		The activity meets one of the City's 2019-23 Consolidated Plan goals: 4 – Yes, meets higher priority goal 2 – Yes, meets lower priority goal 0 – No __List the goal(s) that it meets here: _____ (insert list of goals)
Q6b.		How closely does the program or project address the goal(s)? 5 – Project/program clearly and directly addresses goal(s) 3 – Project/program mostly addresses goal(s) 0 – Project/program does not address goal(s)

Reviewer's Discretion		What level of priority does this Con Plan goal have during the 2020-21 program year?: 5 – High Priority (e.g. urgent need, project won't be available next year) 3 – Regular priority 1 – Low priority (e.g. goal already met by other previous year projects)
		Total: (LIC + Staff Scores) _____ (17 Pts)

Question #	LIC/Staff:	Serving Priority Populations and Needs
Q7c.		Activity will serve how many of the following targeted priority populations: [insert list of priority populations] 5 – Two of the targeted priority populations 3 – One of the targeted priority populations 0 – None of the targeted priority populations
Q7d.		Activity will primarily serve the target priority populations selected above: 5 – More than 95% of population served will be priority population 3 – Between 75% to 94% of population served will be priority population 0 – Less than 75% of population served will be priority population
Q7e.		How effective will the project be in reaching targeted populations? 5 – Very effective 2 – Effective 0 – Not effective
Q8a. & Q8b.		Activity will serve how many of the following priority need(s): [insert list of priority needs] 5 – Two of the targeted priority needs 3 – One of the targeted priority needs 0 – None of the targeted priority needs
Q9a.		How much of an impact will the project have in addressing the priority need? 5 – Strong Impact 2 – Regular impact 0 - Small impact
Q9b.		How clear is the applicant's method of measuring their project's impact? 5 – Applicant provided a clear method for measuring impact 3 – Applicant provided a method for measuring impact that partially outlines the impact 1 – Applicant provided a method for measuring impact that has a poor correlation to the need
Q10.		Activity's Potential benefit to the City of Lodi: 1 to 5 – Activity's benefit to the community as a whole

		0 – No benefit to Lodi
		Total: (LIC + Staff) _____ (35 Pts)

Question #	LIC/Staff	Readiness to Proceed During Program Year
Q11a.		Are all predevelopment steps complete? 5 – All predevelopment steps that are necessary have been completed 3 – Some predevelopment steps have been completed, with all the steps likely to be completed by July 1, 2020 1 - Predevelopment steps are in process but unlikely to be completed by July 1, 2020 0 - Predevelopment has not been adequately considered
Q11a.		Does the project align with the 2020-21 CDBG program year? 5 – Project will begin after July 1, 2020, and end on or before June 30, 2021. 3 – Project will begin after July 1, 2020 and end on or before December 30, 2021. 0 – Project will be completed on or after January 1, 2021.
Q11a & Q11b.		How realistic is the project's timeline? 5 – Project timeline is realistic, with systems in place to address potential delays. 2 – Project timeline is realistic, but will limited systems in place to address potential delays. 0 Project timeline is unrealistic
		Total: (LIC + Staff) _____ (15 Pts)

Question #	LIC/Staff	Activity Management, Implementation, and Community Building
Q16a.		How much experience does the organization have in managing the proposed program/project or similar projects and/or programs? 5 – Has more than 10 years of experience managing the proposed programs/project. 2 – Has two to nine years of experience managing the proposed or similar programs/project. 0 – Has 0 to one years of experience managing the proposed or similar programs/project.
Q16b.		Has the organization taken steps to address past challenges to implementing past projects? 5 – Organization has taken all steps and has addressed previous challenges. 0 – Organization has not addressed all previous challenges.
Q17.		How much experience does the organization have in managing federal/state

		grants? 5 – Has more than three years of experience managing CDBG grants 2 – Has more than three years of experience managing other non-CDBG grants 0 – Has less than three years of experience managing grants
Q18a. & 18b.		Does the organization have sufficient staff to support their project/program? 4 –Has the appropriate staff readily available to support the project/program. 2 – Anticipates hiring more staff to complete the project 0 – Does not have sufficient staff and does not anticipate hiring more staff
Q20a. & 20b.		Is the organization partnering or working with any other local agencies? 5 – Has a reference from a partner agency and is working together with a local organization 3 – Is working with a local organization but did not provide a reference 0 – Is not working with any other local organizations
Q21-22.		Are any there any funding commitments that could prohibit the project from following the timeline? 3 - Project will be completed fully without needing further funding commitment from another source. 2 - Project is likely to be fully completed, but depends on funding commitments from other organizations/source. 0 - Project may not be fully completed.
Q23.		Does the program/project budget and funding explanation show sufficient resources to support the project/program? 5-10 – The financial statement shows sufficient resources to support the project/program. 1-4 – The financial statement raises concerns for the organization's long-term stability to implement the program/project. 0 – The financial statement indicates significant problems with expenditures or oversight.
Q23.		Does the budget clearly identify the costs/expenses that CDBG funds will cover? 5 – Budget clearly identifies CDBG covered costs/expenses 0 – Budget has missing information on what costs/expenses will be covered by the grant
		Total: _____ (37 Pts)

Question #	Staff Only	Experience and Past Performance:
Q24a.		In the past 5 years, the applicant: 5 – Expended funds according to their schedule in their contract and within

		<p>program year.</p> <p>3 – Expended funds up to six months beyond the program year.</p> <p>0 – Has unexpended funds that are more than 18 months old.</p> <p>Note: Applicants who have not received City grants in the past 5 years are awarded all 5 points.</p>
Q24b.		<p>In the past 5 years, the applicant:</p> <p>5 – Turned in all required reports fully completed and on time.</p> <p>3 – Reports not fully completed or not on time; however, made an effort to improve reporting performance and exhibited a significant improvement.</p> <p>0 – Turned in required reports uncompleted or late and showed little improvement in reporting compliance.</p> <p>Note: Applicants who have not received City grants in the past 5 years are awarded all 3 points.</p>
Q24c.		<p>In the past 5 years, the applicant:</p> <p>5 – Sufficiently completed all activities in their scope of services.</p> <p>3 – Completed most of the activities in their scope of services.</p> <p>0 – Exhibited serious issues in adhering to their scope of services.</p> <p>Note: Applicants who have not received City grants in the past 5 years are awarded all 2 points.</p>
		<p>Total: (Staff Only) _____ (15 Pts)</p>

GRAND TOTAL: _____ (106 Pts)